

PART FOUR

ACRONYMS AND DEFINITIONS

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SECTION I: Acronyms

AAF	Airway Facilities Service
ACM	NAS Configuration Management and Evaluation Staff
ACM-20	NAS Configuration Management Staff
ACQ	Acquisition
ACT	Engineering and Test
ADO	Airports District Office
AF	Airways Facilities
AF/AT	Airway Facilities/Air Traffic
AFSS	Automated Flight Service Station
AML	FAA Logistics Center
AMS	Acquisition Management System
ANI	NAS Implementation Program
ANS	NAS Transition and Integration Program
AOP	NAS Operations
AOS	Operational Support Service
APB	Acquisition Program Baseline
App	Appendix
ARA	Associate Administrator for Research and Acquisitions
ARC	Assistant Administrator for Regions and Center Operations
ARS	Air Traffic System Requirements Service
ARSR	Air Route Surveillance Radar
ARTCC	Air Route Traffic Control Center Surveillance Radar
ASD	Office of System Architecture and Investment Analysis
ASP	Acquisition Strategy Paper
A-Spec	A Level Specification
ASU	Office of Acquisitions
AT	Air Traffic
ATC	Air Traffic Control
ATCT	Air Traffic Control Tower
ATP	Air Traffic Planning and Procedures Program
ATS	Associate Administrator for Air Traffic Services
B/L	Baseline
BCATS	Bar Code Asset Tracking System
BMN	Baseline Management Notice
CAEG	Computer Aided Engineering Graphics
CAGE	Commercial and Government Entity
CAS	Commercially Available Software
CCB	Configuration Control Board
CCD	Configuration Control Decision

CDR	Critical Design Review
CDRL	Contract Data Requirements List
CI	Configuration Item
CIP	Capital Investment Plan
CM	Configuration Management
CM/DM	Configuration Management/Data Management
CMCT	CM Core Team
CMIMS	CM Information Management System
CMPP	CM Program Plan
CMSG	CM Steering Group
CONOPS	Concept of Operations
COTS	Commercial-Off-The-Shelf
COTS/NDI	Commercial-Off-The-Shelf/Non-Development Item
CPFS	Computer Program Functional Specification
CR	Change Request
CSA	Configuration Status Accounting
CSCI	Computer Software Configuration Item
DCC	Document Control Center
DID	Data Item Description
DM	Data Management
DOCCON	Documentation and Configuration Identification System
DT	Development Test
DT&E	Development Test and Evaluation
DWG	Drawing
EC	National Engineering Center
ECP	Engineering Change Proposal
ECR	Engineering Change Request
EDDA	Environmental Due Diligence Audit
EDM	Engineering Document Management
EEM	Electrical Equipment Modification
F&E	Facilities and Equipment
FAA	Federal Aviation Administration
FAA-iCMM	FAA Integrated Capability Maturity Model
FAALC	FAA Logistics Center
FAATC	FAA Technical Center
FACCODE	Facility Code
FACID	Facility Identifier
FAE	FAA Acquisition Executive
FAST	FAA Acquisition System Toolset
FCA	Functional Configuration Audit
FEM	Facility Equipment Modification
FEQ	Equipment Profile Screen in MMS
FRD	Final Requirements Document

FRDF	Facility Reference Data File
FSCM	Federal Supply Class Manufacturer
FSEP	Facility, Service and Equipment Profile
GEN	General
HQ	Headquarters
HW	Hardware
HWCI	Hardware Configuration Item
I BEAM	Integrated Baseline Establishment and Management
I&I	Impact and Implementation
IA	Investment Analysis
IAPG	Investment Analysis Process Guidelines
IAR	Investment Analysis Report
IAT	Investment Analysis Team
IAW	In Accordance With
IC	NAS Implementation Center
ICD	Interface Control Document
ICMM	Integrated Capability Maturity Model
ID	Identifier
IDEF	Integrated Definition Language
ILS	Instrument Landing System
ILS	Integrated Logistics Support
IMT	Integrated Management Team
INFO Sys	Information Systems
IOC	Initial Operating Capability
IOT&E	Independent Operational Test and Evaluation
IPDS	Integrated Product Development System
IPP	Integrated Program Plan
IPT	Integrated Product Team
IRD	Interface Requirements Document
IRT	Integrated Requirements Team
IS	In Service Management Phase (of AMS Life Cycle)
ISO	International Organization for Standardization
ISR	In Service Review
ISS	Information System Security
IV&V	Independent Validation and Verification
JAI	Joint Acceptance Inspection
JRC	Joint Resources Council
LC	Life Cycle
LCN	Logistics Control Number
LIS	Logistics Information System
LOB	Line of Business

LRU	Lowest Replaceable Unit
LSA	Logistics Support Analysis
MAR	Major Acquisition Review
MCI	Master Configuration Index
MDFM	Material Delivery Forecast Module
ME	Must Evaluator
Mgmt	Management
MMS	Maintenance Management System
MNS	Mission Need Statement
Mod	Modification
MTHB	Maintenance Technical Handbook
N/A	Not Applicable
NAILS	NAS Integrated Logistics Support
NAPRS	National Airspace Performance Reporting System
NAS	National Airspace System
NASDOCS	National Airspace Documentation
NCP	NAS Change Proposal
NDI	Non Developmental Item
NIMS	NAS Infrastructure Management System
NISC	National Airspace System Implementation Support Contractor
NMCC	National Maintenance Control Center
NOR	Notice of Revision
NRM	NAS Requirements Management
NSN	National Stock Number
O/T	Overtime
OPI	Office of Primary Interest
OPR	Office of Primary Responsibility
OPS	Operational
ORD	Operational Readiness Demonstration
P3I	Pre planned Product Improvement
PAPI	Precision Approach Path Indicator
PASS	Professional Airway Systems Specialists
PCA	Physical Configuration Audit
PDR	Preliminary Design Review
PEM	Plant Equipment Modification
PMR	Program Management Review
POC	Point of Contact
PS&F	Power Systems and Facilities
PSL	Program Support Library
PT	Product Team
PTR	Program Trouble Report

QA	Quality Assurance
QRO	Quality Reliability Officer
RAPM	Regional Associate Program Manager
RCCB	Regional Configuration Control Board
RD	Requirements Document
REG	Regional
RFO	Request for Offer
RMMS	Remote Maintenance Monitoring System
ROC	Resolution of Comments
RTCA	Radio Technical Commission for Aeronautics
RTP	Resource Tracking Program
S/N	Serial Number
SAD	Site Allocation Documentation
SAT	System Acceptance Test
SCN	Specification Change Notice
SDR	System Documentation Release
SE	System Engineering
SEMP	System Engineering Program Plan
SEOAT	Systems Engineering/Operational Analysis Team
SI	Solution Implementation Phase (of AMS Life Cycle)
SIP	Site Implementation Plan
SIR	Screening Information Request
SLEP	Service Life Extension Program
SME	Subject Matter Expert
SMO	System Management Office
SOW	Statement of Work
SPB	Site Program Bulletin
SPEC	Specification
SSC	System Service Center
SSD	System Support Directive
SSM	System Support Modification
SSO	Source Selection Official
SSU	System Service Unit
STB	Site Technical Bulletin
STR	System Technical Release
SW	Software
TC	Technical Center
TCCCB	Technical Center Configuration Control Board
TES	Technical Employee Suggestion
TI	Technical Instruction Book
TIM	Technical Interchange Meeting
TRACON	Terminal Radar Approach Control

TRR	Test Readiness Report
TSU	Technical Support Unit
VDD	Version Description Document
VRTM	Verification Requirements Traceability Matrix
WC	Work Center
WJHTC	William J. Hughes Technical Center

PART FOUR – ACRONYMS AND DEFINITIONS

SECTION II: Definitions

Note: All definitions taken directly from EIA-649 are marked with an asterisk ().*

Acquisition Strategy Paper: Documents the approach for executing a program during Solution Implementation and for managing fielded products and services during In-Service Management. The Acquisition Strategy Paper also integrates planning for all functional disciplines associated with program implementation such as systems engineering, in-service support, test and evaluation, security, quality assurance, human integration and configuration management, as appropriate.

*Application Environment: Where a product is used, for example, defense systems and facilities, energy facilities, aircraft, space systems, automobiles, pharmaceuticals, commercial products.

*Approval: The agreement that an item is complete and suitable for its intended use.

*Attributes: Performance, functional, and physical characteristics of a product.

*Baseline: (1) An agreed-to description of the attributes of a product, at a point in time, which serves as a basis for defining change. (2) An approved and released document, or a set of documents, each of a specific revision; the purpose of which is to provide a defined basis for managing change. (3) The currently approved and released configuration documentation. (4) A released set of files consisting of a software version and associated configuration documentation.

Best Commercial Practices: Business processes, procedures and automated tools used by industry or government organizations that are low risk, cost effective, and have a proven track record. Best practices are highly recommended for use by other organizations that require effective business methods.

Capability Maturity Model: A descriptive model of the stages through which organizations progress as they define, implement, evolve and improve their processes. This model serves as a guide for selecting process improvement strategies by facilitating the determination of the current process capabilities and the identification of issues most critical to quality and process improvement within a particular domain, such as software engineering or systems engineering.

Case File: The documentation prepared by an organization originating a change to a NAS CI. Prepared on FAA Form 1800-2, NAS Change Proposal, the case file is used during prescreening. A case file number is assigned by the originating office for status accounting purposes, and is the only number that identifies the proposed change until it has been forwarded for NCP number assignment.

CCB Charter: Documentation that defines an approved CCB's authority, responsibilities, membership and CIs under its jurisdiction.

CCB Executive Secretariat: Provides administrative support to the CCB. The CCB Secretariat establishes the CCB's schedule and agendas; ensures necessary action is taken in processing all proposed changes for disposition by the CCB; maintains records for the CCB; and prepares minutes and action items for CCB meetings.

CCB Operating Procedures: Detailed procedures that describe how a specific CCB manages its change management process.

*Change: See engineering change.

CM Control Desk: Performs a review of all case files (not subject to Regional CCB authority) that have completed prescreening to verify necessary supporting information (including technical, cost, benefit, performance and schedule impact) has been provided. The CM Control Desk assigns NCP numbers to case files upon completing the verification review; the CM Control Desk performs other duties related to change processing as well.

CM Plan: The documentation of an IPT or solution provider's implementation of CM within the organization including CM planning, processes and procedures commensurate with programs under its control. A CM Plan provides guidance in sufficient detail to allow tailoring of CM products for each life cycle phase.

Commercial Equipment: Manufacturer's equipment not developed under a federal developmental contract (e.g., commercially developed navigational aids).

Commercial-Off-The-Shelf (COTS): A product or service that has been developed for sale, lease or license to the general public and is currently available at a fair market value.

*Computer Software Documentation: Technical data or information, including computer listings, regardless of media, which document the requirements, design, or details of computer software; explain the capabilities and limitations of the software; or provide operating instructions for using or supporting computer software.

*Configuration: (1) The performance, functional, and physical attributes of an existing or planned product, or a combination of products. (2) One of a series of sequentially created variations of a product.

*Configuration Audit: Product configuration verification accomplished by inspecting documents, products, and records; and reviewing procedures, processes, and systems of operation to verify that the product has achieved its required attributes (performance requirements and functional constraints), and the product's design is accurately documented. Sometimes divided into separate functional and physical configuration audits.

*Configuration Change Management: (1) A systematic process that ensures that changes to released configuration documentation are properly identified, documented, evaluated for impact, approved by an appropriate level of authority, incorporated, and verified. (2) The configuration management activity concerning the systematic proposal justification, evaluation, coordination and disposition of proposed changes, and the implementation of all approved and released changes into (a) the applicable configurations of a product, (b) associated product information, and (c) supporting and interfacing products and their associated product information.

Configuration Control Board (CCB): The Agency-authorized forum for establishing configuration management baselines and for reviewing and acting upon changes to these baselines.

Configuration Control Decision (CCD): The official notification of CCB decisions/directives signed by the CCB chair(s). The CCD contains specific action items that must be completed before the CCD is considered closed.

*Configuration Documentation: Technical documentation, the primary purpose of which is to identify and define a product's performance, functional, and physical attributes.

*Configuration Identification (product definition): (1) The systematic process of selecting the product attributes, organizing associated information about the attributes, and stating the attributes. (2) Unique identifiers for a product and its configuration documents. (3) The configuration management activity that encompasses selecting configuration documents; assigning and applying unique identifiers to a product, its components, and associated documents; and maintaining document revision relationships to product configurations.

Configuration Item: An aggregation of hardware/software/firmware, or any of its discrete portions, which satisfies an end-use function and is designated for configuration management

*Configuration Management (CM): A management process for establishing and maintaining consistency of a product's performance, functional, and physical attributes with its requirements, design, and operational information throughout its life.

*Configuration Status Accounting (CSA) (product configuration information): The configuration management activity concerning capture and storage of, and access to, configuration information needed to manage products and product information effectively.

*Configuration Verification: The action verifying that the product has achieved its required attributes (performance requirements and functional constraints) and the product's design is accurately documented.

*Contract: As used herein denotes the document (for example, contract, memorandum of agreement or understanding, purchase order) used to implement an agreement between a customer (buyer) and a seller (supplier).

*Data: Recorded information of any nature (including administrative, managerial, financial, and technical), regardless of medium or characteristics.

Data Management: The preparation, approval, distribution and storage/archive of recorded information of any nature/type (administrative, managerial, financial and technical) regardless of medium or characteristics.

Design Baseline: Typically a contractor-controlled baseline permitting development of a contractual product in an orderly and disciplined manner. Contents of a design baseline may include ICDs, SDDs and Data Base Design Documents.

Digital Data: Is information prepared by electronic means, is available to users by electronic data access, interchange or transfer, and is stored on electronic media.

*Disapproval: Conclusion by the appropriate authority that an item submitted for approval is either not complete or is not suitable for its intended use.

Document Control Center (DCC): Maintained by NAS Configuration Management and Evaluation Staff (ACM), it is the principal repository and central ordering point for NAS documentation, including baselined documentation data. Items contained in the DCC include project specifications, NAS Orders and Standards and archived NCPs.

Emergency Modification: Local changes to NAS systems that are performed in accordance with Order 6032.1A immediately upon identification so that system operation is not impaired.

Engineering Study: An effort, usually conducted by a maintenance organization, to determine the actual hardware, software, training, provisioning and documentation changes required as a result of an approved NCP.

FAA Type Number: A unique alphanumeric identifier assigned to all new FAA equipment types that are to be utilized as commissioned equipment and brand name commercial equipment modified to FAA specifications.

Facility Baseline: Records and documents the physical layout of a NAS facility, describing the physical plant (including space and power), installed systems and external interfaces as CIs that must be managed. Facility baseline data is the information needed to identify and control changes as well as record configuration and change implementation status. Facility baseline data normally consists of standard facility drawings, facility engineering data and facility specifications.

Facility Reference Data File (FRDF): A file of technical reference data on the characteristics and performance of FAA facilities. This reference data serves as a historical record of facility performance from the date of establishment to the date of decommissioning. The file data is updated as appropriate to reflect relevant changes, corrections or additions to the original information.

Final Requirements Document (FRD): Establishes the functional and performance baselines and operational framework required by the sponsoring organization. The document becomes the basis for developing the requirements for the system specification and is baselined at the investment decision.

*Firmware: The combination of a hardware device and computer instructions or computer data that reside as read-only software “burned into” the hardware device; various types of firmware include devices whose software code is erasable/re-programmable to some degree.

*Functional Attributes: Measurable performance parameters including reliability, maintainability, and safety.

Functional Baseline: The approved technical documentation of a configuration item which prescribes: all necessary functional characteristics; the tests required to demonstrate achievement of specified functional characteristics; the necessary interface characteristics and its key lower level CI's, if any; and design constraints, such as, dimensions, component standardization, use of inventory items, and integrated logistics support policies.

*Hardware: Products made of material and their components (mechanical, electrical, electronic, hydraulic, pneumatic). Computer software and technical documentation are excluded.

Integrated Program Plan (IPP): Translates strategies in the Acquisition Strategy Paper into a detailed set of management, contracting, and technical actions and work activities necessary for successful implementation and management of a program over its lifecycle.

*Interface: The performance, functional, and physical attributes required to exist at a common boundary.

*Interface Control: The process of identifying, documenting, and controlling all performance, functional, and physical attributes relevant to the interfacing of two or more products provided by one or more organizations.

Interface Control Document (ICD): A formal agreement between interfacing subsystem managers and the subsystem development contractors, which documents how the interface requirements are implemented in the design of the respective subsystem/equipment item.

*Interface Control Documentation: Interface control drawing or other documentation that depicts physical, functional, and test interfaces of related or co-functioning products.

Interface Requirements Document (IRD): A formal agreement between interfacing subsystem managers, which documents the functional, performance and verification requirements for the NAS technical interfaces.

*Life cycle: A generic term relating to the entire period of conception, definition, build, distribution, operation, and disposal of a product.

Life Cycle Planning and Management: The management of systems and services over their useful life including all life cycle stages from identification of need, acquisition, operation and maintenance, support and disposal.

Master Configuration Index (MCI): A collection of configuration identification information from across the various solution providers, providing a view of that information from a national level. The MCI serves three functions: 1) to ensure the correct hierarchical representation of the NAS by identifying each NAS subsystem/facility and its relationship to other NAS subsystems/facilities; 2) to provide configuration identification data for each NAS subsystem/facility; and 3) to track the engineering and technical documentation (including drawings) for each subsystem/facility, including all approved changes to the documentation.

Meta Data: Is a summary of data that characterizes the data or points to the data, but is not the data itself.

Metrics: Measurements of indicators of the status of a project or procurement. Metrics are generally quantitative but can be qualitative as well.

Modification Installation and Tracking: The process by which approved changes to operational NAS systems are implemented, including development and release of modification kits; preparation and distribution of modification documentation; update of logistics documentation and procurement/modification of spares; incorporation of changes at designated sites by authorized field technicians; and tracking of implementation status.

Must Evaluation: After NCP number assignment, the process by which evaluators are assigned to a proposed change and review comments are collected and tracked.

NAS Architecture: An evolutionary descriptive plan for the aviation, air traffic management and air navigation system in terms of services, functions and performance provided to the users.

NAS Change Proposal (NCP): The means for baselining NAS CIs or proposing changes to baselined NAS CIs. Prepared on FAA Form 1800-2, an NCP identifies the CI to be baselined or modified, describes the recommended change and provides sufficient information so that the proposed change can be thoroughly evaluated.

NAS Facilities: Real property or buildings owned or leased by the FAA, which house FAA equipment or provide a location for NAS services.

NAS-Level Requirements: See NAS Technical Architecture.

NAS-MD-001, NAS Master Configuration Index Subsystem Baseline Configuration and Documentation Listing: Is a report of all baselined NAS subsystems/facilities currently operational or under procurement for the NAS. It includes a listing of currently approved baseline documentation for these subsystems/facilities.

NAS Systems: Hardware or software or a combination thereof that provide a solution for NAS requirements.

NAS Technical Architecture: The technical portion of the NAS Architecture, which defines and translates services, capabilities and implementation steps into design solutions and their required technical characteristics. The technical characteristics are defined as “NAS-Level Requirements,” which explicitly translate the operational needs of the agency into functional, performance and constraint requirements that are sufficient to direct the appropriate design and development of NAS systems. NAS-Level Requirements are the highest level requirements maintained within the FAA and are initially used during Investment Analysis.

NAS Technical Documentation: Any set of documents that describe the technical requirements of the National Airspace System.

National Airspace Documentation (NASDOCS): Is an internet/intranet system that provides on-line distribution of FAA documentation as well as a secure area for the development and review of this documentation prior to publication.

*Nomenclature: (1) Names assigned to kinds and groups of products. (2) Formal designations assigned to products by customer or supplier (such as model number, model type, design differentiation, specific design series, or configuration.)

*Non-conformance: The failure of a product to meet a specified requirement.

Non-Developmental Item: Any previously developed item of supply used exclusively for Government purposes by a federal agency or state, local or foreign government and no further development is required.

Non-Federal Facility: A facility owned by a state or local government, U.S. possession or territory, or private interest, which is used in NAS operations.

Office of Primary Interest: An FAA organization that generates a document or has a significant interest in the management or control of a specific document.

Operational Baseline: The approved technical documentation representing installed operational hardware and software.

*Operational Information: Information that supports the use of a product, for example, operation maintenance and user's manuals/instructions, procedures, and diagrams.

OPI Supporting Documentation: Operating procedures, documentation and work products produced by an organization that detail how that organization accomplishes its CM responsibilities. This documentation provides a greater level of detail for CM activities required by National CM Policy. Examples of OPI documentation include CM Plans, Audit Plans and test results.

*Original: The current design activity's document or digital document representation and associated source data file(s) of record (i.e., for legal purposes).

*Performance: A quantitative measure characterizing a physical or functional attribute relating to the execution of an operation or function. Performance attributes include quantity (how many or how much), quality (how well), coverage (how much area, how far), timeliness (how responsive, how frequent), and readiness (availability, mission/operational readiness). Performance is an attribute for all systems, people, products, and processes including those for development, production, verification, deployment, operations, support, training, and disposal. Thus, supportability parameters, manufacturing process variability, reliability, and so forth, are all performance measures.

*Physical Attributes: Quantitative and qualitative expressions of material features, such as composition, dimensions, finishes, form, fit, and their respective tolerances.

Post-Award Conference: A conference with the winning contractor to establish a common understanding of the contract and to identify any issues that require resolution.

Prescreening: The evaluation of case files for impacts on safety, ATC services, and other intangible benefits, as well as cost/benefits implications, to determine if the proposed change should be implemented.

Product Baseline: The initially approved documentation describing all of the necessary functional and physical characteristics of the configuration item and the selected functional and physical characteristics designated for production acceptance testing and tests necessary for support of the configuration item. In addition to this documentation, the product baseline of a configuration item may consist of the actual equipment and software.

Product Top-Down Structure: A hierarchical division of a product into its component CIs, which provides traceability of requirements and functionality.

Project Level CM: The life cycle configuration management responsibility as performed by an IPT or a region on a product or system. Project level CM includes planning, procedures and processes performed by an IPT/region for products/systems under their ownership.

Recovery Audit: An audit conducted after issues associated with a failed audit have been resolved that ensures completion of the audit process.

Recovery Plan: In cases where an audit has been disapproved, a recovery plan is prepared for correcting issues listed by the audit, using guidance from audit team members and experts from other disciplines as needed. The recovery plan includes a schedule for conducting another audit after required corrective actions have been completed.

Regional CM Coordinator: Serves as the regional focal point for configuration management including the coordination and review of case files and NCPs.

*Release: The designation by the originating activity that a document or software version is approved by an appropriate authority and is subject to configuration change management procedures.

*Released Data: (1) Data that has been released after review and internal approvals. (2) Data that has been provided to others outside the originating group or team for use (as opposed to for comment).

*Requirements: Specified essential attributes.

Requirements Traceability: Addresses the relationship between requirements at the highest level (i.e., conceptual) through the lowest level (i.e., physical); it describes the activities associated with decomposing the requirements from the highest to the lowest level and documenting them so that a full impact analysis (upward and downward) can be performed when changes are proposed.

Resolution of Comments: The process by which an NCP originator coordinates proposed solutions to comments received during Must Evaluation.

Site Survey: A review of actual equipment and infrastructure elements of a site/location conducted to gather information or establish a baseline.

Solution Providers: A term used to specify a non-IPT organization that has the responsibility for providing equipment to satisfy National Airspace requirements.

*Specification: A document that explicitly states essential technical attributes/requirements for product and procedures to determine that the product's performance meets its requirements/attributes.

*Support Equipment: Equipment and computer software required to maintain, test, or operate a product or facility in its intended environment.

Survey Team: The team of personnel who establish or re-establish facility space baselines through the performance and successful completion of a facility audit. This team is comprised of personnel who are technically capable of assessing the integrity of configuration managed documentation (i.e., as-built facility drawings and standards) against the physical layout at a facility. Generally the team is made up of a CM team lead, transition planning representative, and a facility representative.

System-Level Specification: Documents the common understanding of what the product is expected to do (its functional and performance requirements). It defines the capabilities the government expects to receive from the product or solution. This type of specification may be known by various names, may have varying levels of detail and exist in various written formats. Some common types are system, functional, performance, segment, procurement, or A-level specifications.

*Unit: One of a quantity of items (products, parts, etc.).

*Verification: The act of validating that a requirement has been fulfilled.

*Version: (1) One of several sequentially created configurations of a data product. (2) A supplementary identifier used to distinguish a changed body or set of computer-based data (software) from the previous configuration with the same primary identifier. Version identifiers are usually associated with data (such as files, data bases, and software) used by, or maintained in, computers.